



MINUTES

**REGULAR CALLED MEETING OF THE
COMMUNITY DEVELOPMENT (Type B) CORPORATION
Tuesday, February 11, 2014 at 6:30 PM
Cedar Park City Hall Council Chambers
450 Cypress Creek Road, Building Four, Cedar Park, Texas 78613**

BOARD OF DIRECTORS

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| <input checked="" type="checkbox"/> Kaden Norton, Place 1
<input checked="" type="checkbox"/> Vice President Brian Rice, Place 5
<input checked="" type="checkbox"/> Secretary Dustin Weibel, Place 3 | <input checked="" type="checkbox"/> President David Burger, Place 2
<input checked="" type="checkbox"/> Corbin Van Arsdale, Place 4
<input type="checkbox"/> Ryan Wood, Place 6
<input checked="" type="checkbox"/> Brad Young, Place 7 |
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A.1 CALL TO ORDER, QUORUM DETERMINED, MEETING DECLARED OPEN

President Burger Called the meeting to order at 6:30 noting that a quorum was present. Director Wood was absent.

A.2 Consider Approval of the Minutes.

- a) January 14, 2014 Regular Called Board Meeting

Director Weibel moved to approve the minutes from the January 14, 2014 regular called Community Development Board meeting. The motion was seconded by Director Van Arsdale and passed by a 4-0 vote.

A.3 Citizen Communications

(Not For Items Listed On This Agenda. Three Minutes Each. No Deliberations With 4B. The Board May Respond With Factual Information.)

None.

A.4 Board Members' Opening Comments

A.5 Presentations

- a) Presentation Regarding A Proposed Corridor Enhancement Sign Removal and Replacement Project At 430 North Bell Boulevard.

Duane Smith, Tourism and Community Development Manager, made a presentation on behalf on Mr. Wehbe, owner of Cherry's Convenience Store located at 430 North Bell Boulevard. Mr. Wehbe has been notified that his store signage is in not in compliance with City standards and had been told that he needs to remove the pole sign. The applicant has submitted a picture of the current sign at his store and a rough design for the proposed new sign. He will need to submit a more formal and detailed version of the proposed sign to the City's Building Inspections department prior to replacement. Director Weibel asked if the application needed to go through the sign replacement subcommittee prior to the Board

making a decision regarding this proposal. Duane said the subcommittee could meet first to discuss it if they would prefer, but it was not necessary since it was a very simple application. Duane further added that there was a desire by the code enforcement department to have this sign non-compliance issue resolved quickly.

B.0 STAFF REPORTS (DISCUSSION ONLY)

B.1 Finance Report – Aaron Rector, Assistant Finance Director

a) Quarterly Report On FY 2013-2014 Revenues, Expenditures, And Fund Balance.

Assistant Finance Director, Aaron Rector, provided the Board with a first quarter finance report. He indicated that sales tax growth has been strong and early indications show the likely success of new retail openings. He indicated that \$696,304 of sales tax revenue has been collected, which is 15.3% higher than the budget projected. He indicated that sales tax growth seems to be evident in other cities in the area and around the state.

Total expenditures to date are \$134,733. He indicated that last year's projects were fully transferred. There have been some expenditures related to those projects, but not all of the work has been completed at this time.

b) Update On Prior Year Projects.

Aaron Rector, Assistant Finance Director provided the Board with an update on six outstanding prior year projects. One project is an economic development project (Fallbrook Technologies). One project is a community development project (ILSN signs) and four projects are transportation projects (Brushy Creek Rd, Main St., Park St., and 1431/Vista Ridge).

Aaron reminded the board that economic development projects remain in the operating budget, and do not come into play regarding fund balance. The ILSN Sign Project has been on hold pending TxDot signal negotiations, however contracts are completed and the Board will see progress soon. Vice President Rice requested an email or memo that that shows where the ISLN signs are going to be located.

All funds have been transferred for the Brushy Creek Rd project and the project is now closed. Main street project had savings of \$16,760 which is being transferred back to the 4B fund and the project is closed. The Park Street/183 Project had a 4B budget of \$1,000,000 with year to date expenditures of \$845,244, leaving a balance of \$154,756. The remaining amount will be moved over and the project is now closed. The Vista Ridge and 1431 project had a budget of \$530,000 and has year to date expenditures of \$452,018 leaving a balance of \$77,982. The project is technically classified by TxDOT as an open project, however construction is finished and there will be no more expenditures made, since this is not a cost-sharing project with TxDOT. Therefore, for Board purposes, this project can be classified as closed.

With these updates to the 6 outstanding projects, there is a revised balance of \$460,076 most of which is related to the ISLN signs. All other projects will be off the books by the end of this year.

B.2 Progress Report On Sidewalk Projects - Tom Gdala, Senior Engineering Associate

a) RM 1431 Pedestrian Sidewalk Project.

b) Sidewalk Gap Closure Phase 2 Project.

Engineer, Tom Gdala provided the board with updates on the 1431 Pedestrian Sidewalk and Sidewalk Gap Closure Phase 2 Projects. These projects were both funded in FY12 and FY13. City Council

approved the Pedestrian Sidewalk Project in December 2012 and staff applied for TxDOT Transportation Enhancement Program (TEP) funds in the hopes of being awarded funds to help cover some of the costs associated with this project. The Board set aside \$378,000 for that project. TEP funds were awarded in July 2013. Once the project is completed, the Board will be reimbursed for 80% of construction costs (up to \$249,186). It is anticipated that engineer selections and project design will take six to eight months and construction will take an additional two to three months.

The second project is the sidewalk gap closure project. The City identified four gaps to be addressed in this phase. The board set aside 100,000 for this project. At this time the project design is roughly 95% completed and project should be completed by this summer. Phase 3 will be coming in a few months and will likely be far more robust.

C.0 PUBLIC HEARINGS

- C.1 Public Hearing On A Request By Leander ISD For A Corridor Enhancement Project At 1209 Cypress Creek Road In an Amount Not To Exceed \$20,000 For Sign Removal And Replacement.

President Burger opened the Public Hearing. No Public Comments were received.

None

D.0 DISCUSSION AND POSSIBLE ACTION

- D.1 Consider Approval Of A Request By Leander ISD For A Corridor Enhancement Project At 1209 Cypress Creek Road In an Amount Not To Exceed \$20,000 For Sign Removal And Replacement.

Director Weibel made a motion to authorize the president to execute the project agreement for the corridor enhancement project for Leander ISD at 1209 Cypress Creek Road in an amount not to exceed \$20,000 from community enhancement funds and to execute the resolution recommending the project to City Council for approval. Vice President Rice seconded the motion and it passed with a 6-0 vote.

- D.2 Consider Acceptance Of A Corridor Enhancement Sign Removal And Replacement Project At 430 North Bell Boulevard In An Amount Not To Exceed \$20,000.

Director Weibel expressed concerns regarding bypassing the subcommittee review of this proposal. Several other board members concurred with Director Weibel's concerns and the Board indicated they would like to send the proposal to subcommittee for further consideration before making a decision.

- D.3 Consider Excuse Of Absences From Community Development Board Meetings. (None)

E.0 Executive Session

In accordance with Chapter 551, Government Code, Vernon's Texas Code Annotated (V.T.C.A.) (Open Meetings Law, "The Community Development (Type B) Corporation Board may meet in a Closed Executive Meeting pursuant to provisions of the Open Meetings Law, Chapter 551, Government Code, V.T.C.A. in accordance with the authority contained in the following sections":

- E.1 § 551.087 Deliberations Regarding Economic Development Negotiations
a. A Manufacturing/Research & Development Prospect.

The Board recessed into Executive Session at 7:20 P.M.

The Community Development Corporation (Type B) Board reconvenes into Open Session.

Open Meeting

Reconvene into Open Meeting and consider action, if any, on items discussed in Executive Session.

The Board reconvened into Open Meeting at 7:55 P.M.- No action taken.

F.1 LIAISON UPDATES / REPORTS – DISCUSSION ONLY

a) Subcommittee Update On Community Development Board Strategic Plan Review

President Burger explained that in the Strategic Plan Subcommittee meeting, the Board looked at items that were outdated and separated them out of the strategic goals. As the next step, the rest of the Board will get the paired down list to look over and discuss. Vice President Rice said he felt they should have something in place by May so that when projects come before them for next year the revised strategic plan is in their minds.

G.1 ADMINISTRATIVE ITEMS

(Board members and staff may discuss items related to the board member's general duties and responsibilities. The Board may not take a vote or other action on any item other than to obtain a consensus regarding how items are to be placed on future agendas for formal action.)

a) Delegate Report on Council Actions Directly Related to Items Of January 23rd 2014, City Council Meeting.

Director Norton attended this meeting and explained to the City is working with CTRMA on a second sign location for the gateway sign project.

b) Director And Staff Comments

Duane will set up a subcommittee meeting regarding the proposed sign removal and replacement at 430 N Bell Boulevard.

c) Board Member Closing Comments

No Formal Comments.

d) Board Member Request For Future Agenda Items

Vice President Rice requested that strategic plan updates be on a future agenda. The Board also indicated an interest in rescheduling the next board meeting so it does not occur during the Leander ISD spring break.

e) Designate Representatives To Attend Council Meetings On February 13 and February 27, 2014.

Duane indicated that Assistant Director of Economic Development, Larry Holt will be present at the February 13th meeting to discuss economic development projects related to the Board. Vice President Rice indicated he will try to attend as well. Director Wood and Director Weibel will attend on the 27th.

H.1 ADJOURNMENT

President Burger adjourned the meeting at 8:05 P.M.

PASSED AND APPROVED THIS THE 19th DAY OF MARCH, 2014.



David Burger, President

ATTEST:


Dustin Weibel, Secretary

